

# INSTRUCTIONS FOR CHECK-IN/CHECK-OUT REPORT, CATCHER/PROCESSOR

## 1. TIME LIMIT AND SUBMITTAL.

Use a separate Check-in and Check-out	<p><u>Processor type.</u></p> <p>If a Catcher/processor is functioning simultaneously as a Mothership in the same reporting area, the operator must submit a separate check-in report, one for catcher/processor and one for mothership.</p> <p>Upon completion of simultaneous activity, the operator must submit a separate check-out, one for catcher/processor and one for mothership.</p>
	<p><u>Gear Type</u></p> <p>If groundfish are caught in the same reporting area using more than one gear type, submit a separate form for each gear type.</p>
	<p><u>COBLZ or RKCSA</u></p> <p>If groundfish are caught with trawl gear, submit a separate form if harvested in the COBLZ or RKCSA.</p>
	<p><u>CDQ.</u> For each Western Alaska Community Development Quota (CDQ) Program CDQ number. If operating under more than one CDQ number, use a separate report for each.</p>
	<p><u>AFA.</u> If under an AFA Co-op, record the AFA number.</p>
	<p><u>Research Program.</u> If under a research program, record the research program number.</p>
	<p><u>Experimental Fishery.</u> If under an experimental fishery; record the experimental fishery number.</p>

	<p><u>Reporting Area.</u></p> <p>For each reporting area except 300, 400, 550, or 690.</p> <p>If using hook-and-line or pot gear, may be checked into more than one reporting area simultaneously.</p> <p>Except as indicated below, if using other than hook-and-line or pot gear may be checked into only one reporting area at a time.</p>
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## CHECK-IN REPORT.

Before the operator of a catcher/processor sets gear for groundfish in any reporting area except 300, 400, 550, or 690, the operator must submit by FAX a check-in report (BEGIN message) to the Regional Administrator.

If directed fishing under a CDQ allocation, the operator must submit by FAX a check-in report (BEGIN message) to the Regional Administrator prior to directed fishing for each CDQ allocation.

## Exception for Gear Other than Hook-and-line or Pot Gear

If on the same day a catcher/processor intends to fish in two adjacent reporting areas (an action which would require submittal of check-out reports and check-in reports multiple times a day when crossing back and forth across a reporting area boundary), and the two reporting areas have on that day and time an identical fishing status for every species, the operator must submit to NMFS:

A check-in report to the first area prior to entering the first reporting area, and

A check-in report to the second area prior to entering the second reporting area.

If the catcher/processor remains within 10 nautical miles (18.5 km) of the boundary between the two areas and crosses back and forth between the first and second reporting areas one or more times, a check-out report from either reporting area is not required.

If the catcher/processor proceeds in the second reporting area beyond 10 nautical miles (18.5 km) of the boundary between the two areas, the operator must submit a check-out report from the first reporting area.

## CHECK-OUT REPORT.

If using hook-and-line or pot gear, departs a reporting area. and gear retrieval is complete from that area, the operator must submit by FAX a check-out report to the

Regional Administrator within 24 hours after departing a reporting area.

If using hook-and-line or pot gear and checked-in to multiple reporting areas, the operator must submit by FAX a check-out report for each reporting area.

If using other than hook-and-line or pot gear and departs a reporting area, the operator must submit by FAX a check-out report to the Regional Administrator within 24 hours after departing a reporting area but prior to checking-in another reporting area.

If harvest and processing under a CDQ allocation is complete, the operator must submit by FAX a check-out report (CEASE message) to the Regional Administrator within 24 hours after directed fishing and processing for each species under each CDQ allocation has ceased.

End of fishing year. If a check-out report has not previously been submitted during a fishing year, the operator must submit a check-out report at the end of that fishing year, December 31.

## **2. TRANSIT BETWEEN REPORTING AREAS.**

If a Catcher/processor is transiting through a reporting area and is not fishing, a check-in or check-out report is not required from that area.

## **3. REQUIRED IDENTIFICATION INFORMATION**

### Original/revised Report.

If Check-in/Check-out Report is the first one sent for this date and reporting area, check "ORIGINAL REPORT".

If Check-in/Check-out Report is a correction or addition to a previously sent report for this date and reporting area, check "REVISED REPORT."

Vessel Name. Enter the name of Catcher/Processor, as listed on the Federal Fisheries Permit.

ADF&G Processor No. Enter State of Alaska Department of Fish & Game (ADF&G) processor code.

Federal Fisheries Permit Number. Enter Federal Fisheries Permit number (AK9).

### Representative Information.

Enter name, telephone number, and FAX or TELEX number of representative.

COMSAT No. Enter the satellite communications number of the vessel (if available).

Management Program. Check to indicate:

CDQ. Whether this activity is under the Western Alaska Community Development Quota (CDQ) Program.; if yes, record the CDQ number. If operating under more than one CDQ number, use a separate report for each.

AFA. Whether harvest is under an AFA Co-op; if yes, record the AFA number.

Research Program. Whether harvest is under a research program; if yes, record the research program number.

Experimental Fishery. Whether harvest is under an experimental fishery; if yes, record the experimental fishery number.

Processor Type. Circle to indicate catcher/processor.

Gear Type. Circle the gear type used to harvest the groundfish.

## **4. REQUIRED INFORMATION, BEGIN MESSAGE.**

Date And Time. Enter date (month-day-year) and time (to the nearest hour, A.I.t.) that gear is deployed.

Latitude/longitude. Enter latitude and longitude of position in degrees and minutes (e.g., 54 30' N, 167 45' W) where the gear is set. Option: record to the nearest second or fraction of minute.

Federal Reporting Area. Circle the reporting area code where gear is set.

COBLZ or RKCSA. If harvest was caught using trawl gear, indicate whether catch was harvested in COBLZ or RKCSA.

Primary And Secondary Target Codes. The operator must list the two main species expected to harvest next week. If intended target species changes but reporting area remains the same, do not submit a new BEGIN message.

## **5. REQUIRED INFORMATION, CEASE MESSAGE.**

Enter date (month-day-year), time (to the nearest hour, A.I.t.) and latitude and longitude of position in degrees and minutes (e.g., 54 30' N, 167 45' W) where the Catcher/processor departed the reporting area.

Federal Reporting Area. Circle the reporting area code to indicate the reporting area where the Catcher/processor departed.